

Buildings & Grounds Committee
June 3, 2014
Minutes

Committee members present: Chairman Billy Fried, Bob Metropolis, Lance Krolczyk and Alex Young.
Absent: Greg Oettinger.

Others present: Luann Brunette and Bruce Stefonek (Buildings & Grounds), Tom Wiensch (Corporation Counsel), Tim Brown (UWEX) and Kerri Ison (recording secretary).

Call to order: Chairman Fried called the meeting to order at 8:30 a.m. in Committee Room #1, second floor of the Oneida County Courthouse. It was noted the meeting has been properly posted and mailed in accordance with the Wisconsin Open Meeting Law and the facility is handicap accessible.

Approve agenda: Motion by Young/Metropolis to approve today's agenda as presented. All ayes; motion carried.

Closed Session: It is anticipated that a motion will be made, seconded and approved by roll call vote to enter into closed session pursuant to Wisconsin Stats. Section 1985(1)(e), "Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session" (Topics: Simplex Grinnell contract negotiation and law enforcement center roof warranty); and Section 1985(1)(d), "Considering strategy for crime detection or prevention" (Topic: Courthouse security).

Motion by Metropolis/Krolczyk to enter into closed session pursuant Wisconsin Stats. Section 1985(1)(e), "Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session" (Topics: Simplex Grinnell contract negotiations and law enforcement center roof warranty); and Section 1985(1)(d), "Considering strategy for crime detection or prevention" (Topic: Courthouse security). Roll call vote: Metropolis-aye; Young-aye; Krolczyk-aye and Fried-aye. Motion carried.

Return to open session: Motion by Metropolis/Young to return to open session. Roll call vote: Metropolis-aye; Young-aye; Krolczyk-aye and Fried-aye. Motion carried.

Announcements from closed session: No motions were made in closed session.

Update on leased office space at the Rhinelander-Oneida County Airport-

Committee approved priority list: Fried reviewed history of the space leased at the Rhinelander/Oneida County Airport (ROCA) for UW-Extension offices. Buildings & Grounds requested UWEX provide a prioritized list of needs/wants so that all parties concerned have the same information. Brunette reviewed the prioritized list (provided to Committee with agenda) and provided a detailed status update on the specific requests including cleaning of duct work, building a wall to close off baggage area, providing positive air pressure in the office space, improved signage, ideas for assistance with office configuration and timelines for phone updates and wireless connectivity. Lengthy discussion followed.

Chairman Fried requested all inquiries from employees/committee members be funneled through the CUW Committee Chair and then forwarded to Brunette so that the process is streamlined. Brown noted he is now the primary point of contact person at UWEX regarding air quality and office space issues.

Discussion followed regarding the lease, what is included or should be included. Brunette provided handout on the roles and responsibilities for ROCA Administrative Staff/Commission, Buildings and Grounds, Labor Relations, tenants and oversight committees. Buildings and Grounds will be the point of contact for staff.

Brunette will keep all parties updated on the status of these items and information becomes available. Brown voiced his appreciation of the action being taken on the UWEX requests.

Bills, vouchers, blanket purchase orders, line item transfers: None at this time.

Update on courthouse boiler project: Brunette reported specs should be completed by 6/4/14. Stefonek suggested staff review the specs and discuss with Stan Grys, RCAD representative, as necessary. Brunette will email specs to Committee members for review so that the project can be put out to bid at the next meeting.

Update on hearing room: Brunette reported the new hearing room was first used on 5/16/14. She noted the counter position has been changed and signage ordered. There is an issue with the carpet adhering to the floor and staff is working with Carpetiers to resolve the issue.

Health and Aging parking expansion: Brunette provided update on the Health and Aging parking lot expansion in an effort to straighten out the lot lines. Current offers from adjacent property owners include trading county and private properties. Committee will be kept up to date.

Non-budgeted item request: Health and aging facility – request for extension of roof edge over back entry: Brunette received a letter from Health and Aging Committee Chair regarding the above mentioned request due to safety concerns. Stefonek is exploring construction and pricing options. Discussion followed.

Public comment: None.

Items for next agenda: Simplex Grinnel contract, courthouse security, boiler project.

Schedule for future meeting date(s):

6/18/14 8:30 a.m. Committee Room #1, Courthouse

Adjournment: Motion by Young/Metropolis to adjourn at 10:27 a.m. All ayes; motion carried.

Respectfully submitted,

Kerri Ison, Recording Secretary



Billy Fried, Chair